



Meeting Minutes – May 23, 2017
Time: 10 am – 12 pm
Location: Legislative Hall
411 Legislative Ave., Dover DE 19903

In attendance:

Javier G. Torrijos
Sonia Aguilar
Charito Calvachi-Mateyko
Jose Irizarry
Givvel Marrero
Rosalia Velazquez
Scott Vien
Pedro Viera

Absent:

Maria Matos
Mabel Saienni
Carlos Cotto
Brian Legum
Patricia Rivera
Rosa Colon-Kolacko
Mary Dupont
Terry Richard

Via phone:

Carlos de los Ramos

Public Attendance:

Yumaris A. Polanco Miller - NCCDE
John Sander - Prison Ministry
Tammy Stock- State of Delaware. Public Archives

- I. Prior Meeting Minutes: A motion was made to approve the March 21, 2017 meeting minutes. Approved unanimously
- II. Treasure's Report:
 - a. Javier provided the financial report and reviewed the balance from the 'Hispanic Commission Expenditure Report-Summary' chart.
 - b. Javier also reviewed the 'Hispanic Commission Financial Report for FY17', and forecast for up and coming projects. Members approved unanimously the financial forecast for FY 17.

III. Old Business:

Pedro Viera meeting with Hazel Showell and Al Deimedio from Wilmington University.
- The members discussed the bilingual teachers shortage across all levels.

- Summer Camp for Student
- To late to participate. Will reconsider next year.

After School EL Program

- The program 'La Casita' After School Program continues to be successful and has become the model to emulate. There are two teachers in the classroom and the Volunteers are paid 20 dollars per hour.
- Next steps: needs assessment study with Department of Education, and Lulu Ross provides and services the program for the students.

Large funding shortfalls-State cannot fund districts with EL due to budget shortfalls.

- Secretary Bunting Chair of Education supports EL funding.
- There is a need to provide homework assistance to communities with EL children. Potential sponsors in private sectors
- First State Community Action, Perdue and First State Manufacturing identified as a potential partner in the project.

- Need to access the development plan to ensure all areas are being addressed and include: curriculum development, location, transportation, volunteers, reporting and grade levels- elementary, middle school, etc.

-Milford School needs to submit proposal

Website update

- Patricia and marketing committee are working on creating a format subcommittee template for Mission , goals, and action plans.
- Working on automation and increasing web site analytics
- Translation fee of \$412 included in budget
- Charito already invoiced her expenses; payment is pending for \$963.82
- Additional \$300.00 for May 17, 2017

Latino Summit - Budget

- In planning stage, Latino Summit funds to possibly reallocate towards another event.
- Recommendation to have mini summits in each county, a new committee was established led by Givvel Marrero and Pedro Viera they will explore possibilities and report back with recommendations.

Hispanic Festival vendor table

- Georgetown-La Esperanza. The DHC has participated for the past 5 or 6 years.
- Festival is held on Race St. where La Esperanza is located.
- Focus - Education and awareness of DHC and services available
- The DHC survey patrons stopping by the booth.
- Request a 12x24 booth and located near the food vendors.

Community Conversations

- Charito read and provided us the information from the survey's we currently use
- Scott recommended that the utilization of technology to capture survey versus current paper format could be made more efficient and accurate if captured with using tablets then downloaded to the computer eliminating data entry.
- Scott will research the cost for purchasing tablets and report back at the next meeting.
- Charito & Sonia will update Survey - Age/gender/starting a business: greatest need, employment, education, legal services, free form, and rating on attending event

- Establish calendar for 2017 Community Conversations.
- Carlos Cotto and Rosalia Velazquez will provide the contacts obtained during the Community Conversations to Charito.

Anti-Bullying

Know your rights immigration

June – Georgetown Area

Survey worked on by Carlos Cotto

Hispanic Heritage event

- First Latina certified librarian, Yumaris Polanco-Miller, will present proposal for funding for the Hispanic Heritage Month events for 2017

- September 16th at Park Landing Public Library; and October 14 at Milton Public Library. All those days are Saturdays from 12 to 4 pm.

Activities for each day:

1. Civic Engagement Fair
2. Community Conversation
3. Food
4. Dance performance.

IV. New Business:

Subcommittee Reports

Transportation

- 5As of June 20, 2017, 5,088 Customers came to DMV with appropriate initial documentation required to process a DPC transaction. Of these, 4,613 passed the workflow validation and received a DPC or Learner's Permit. As such, approximately 91% of DPC customers were successful.

- Very pleasant interactions with Hispanic patrons.

- Disadvantage Business Program is also being addressed by the Economic Development subcommittee. Duplication of efforts.

- Redirect some of the members to the Transportation subcommittee to work on other subcommittees based on their talents, and interest.

Economic Sub Committee

- Mission needs and services (policy change recommendation)

- Goal increase employment opportunity development

- ESL program availability

- Expand statewide business development

1 year plan

3 year plan Standard Business Center.

- Continue to work on obtaining the funds we need for \$tand by Me Negocios

Community and Social Justice

- Charito reported on the 2016 Get Out to Vote (GOTV) campaign results:
 - 316 New Voter Registrations
 - 235 Pledge-to-Vote Commitments
 - 388 Election Day Follow-up Calls
 - 70 “Be Our Voice” Promises
- Hispanic Heritage Event
 - September 30th 12-4p Milton 6th annual celebration
 - \$550.00 – 10%
 - Marketing to promote events out in the community. Will send information electronically to post on the DHC website event page
- Creating a book for the archives in the form of a Book for the History of the Commission.
 - a. Marketing subcommittee needs update
 - b. New logo and marketing
 - Visible and cultural recognition

Housing

- Jack Sanders has volunteered to become a member of the DHC and Chair of the Housing subcommittee. Needs to submit application to the Governor’s Office for approval.
- Working with Stand by Me and Kiss Your Landlord Goodbye with possible program to reach Hispanic friendly certified
- Contracts in Real Estate (rentals, purchase or sell) need to be translated in preferred language to ensure understanding.

Health

- No report

Education

- No report

Marketing

- No report

Motions:

-Hispanic Festival - \$2,000.00 approved unanimously

Gold Package

- Two radio commercials per day for 30 days on Maxima 95.3 and La RAZA 900 am (60 total radio spots)
- 12x12 space to offer products or services.
- 1x1 inch logo on the official event poster (500 total posters).
- Four business mentions at the event.
- Endorsements during the live broadcast.
- **Price: \$2,000.00**

-After School ESL Milford Program for Elementary and Middle School Students – Reserve from FY17 funds \$10,000.00 approved unanimously

-Stand By Me Negocios – Reserve from FY17 funds \$15,000 approved unanimously

LACC Gala - \$3,500 pending approved

-Action Items:

1. Scott Vein – will research cost of purchasing tablets
2. Sonia Aguilar – Send while paper for \$stand by Me Negocios to the DHC members
3. Terry Richards – Need proposal for EL After School Program for Milford
4. Patricia Rivera – Roll out date for Bilingual Website.
5. Subcommittee chairs submit their Mission, goals and action plans to Patricia Rivera

-Public Comment – Yumaris presented on the New Castle County Library programs and she was also named the Librarian of the year. The Commission members congratulated her on her achievement.